DOCUMENT RESUME

ED 330 730 UD 027 782

TITLE	State Plan for the Education of Homeless Children and Youth.
INSTITUTION	Oklahoma State Dept. of Education, Oklahoma City.
PUB DATE	Feb 89
NOTE	29p.
PUB TYPE	Legal/Legislative/Regulatory Materials (090) -- Reports - Descriptive (141)
EDRS PRICE	MF01/PC02 Plus Postage.
DESCRIPTORS	*Access to Education; *Disadvantaged Youth; Educational Legislation; Elementary Secondary Education; Federal Legislation; Federal Programs; *Homeless People; Program Administration; *Program Implementation; Social Services; State Federal Aid; *State Programs; Student Needs; Student Problems; Student Welfare
IDENTIFIERS	*Oklahoma; *Stewart B McKinney Homeless Assistance Act 1987

ABSTRACT

This report describes Oklahoma's response to requirements for the education of homeless children and youth of the Stewart B. McKinney Homeless Assistance Act of 1987. The report includes an introduction and an overview of Subtitle B of the McKinney Act and is divided into four sections. Section I, "Functions of the SDE Office," describes the role of the State Department of Education in state plan development and in data gathering and reporting. Section II, "Interagency Cooperation," summarizes coordination efforts at the state and local levels. Section III, "SDE Responsibilities," lists six objectives the Oklahoma Department of Education intended to accomplish during the 1988-89 program year. Section IV, "LEA Responsibilities," describes activities of local educational agencies in compliance with McKinney Act requirements in the following areas: (1) authorization for educational determinations; (2) assurance of comparable service; (3) residency determination; (4) dispute resolution; (5) school records; (6) reporting on homeless children and youth; (7) interagency cooperation; and (8) district assurances. The following forms and statements are appended: (1) LEA Assurance Forms; (2) LEA Report of Homeless Students; (3) Shelter Report of Homeless Children and Youth; (4) Community Action Agency Report of Homeless Children and Youth; (5) Park/Campsite Report of Homeless Children and Youth; and (6) Residency and Records Considerations of Homeless Children and Youth. (AF)

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ED330730

Oklahoma State Department of Education

Stewart B. McKinney Homeless Assistance Act, P.L. 100-77

STATE PLAN FOR THE

EDUCATION OF HOMELESS CHILDREN AND YOUTH

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
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Stewart B. McKinney Homeless Assistance Act
(Public Law 100-77)

INTRODUCTION

Oklahomans have long held as high priorities public education opportunities for children and youth and the welfare of its citizens. Until the early 1980s, each year brought increases in the funding of public education and public service agencies. However, in 1982 Oklahoma's petroleum-based economy entered a recession period which has produced high levels of unemployment and a consequent increase in the number of homeless individuals and families requiring assistance in obtaining shelter, food, and education for their children. In an effort to determine the extent of homelessness the Oklahoma legislature, on April 14, 1987, passed a resolution mandating a study of the problem be conducted by the Oklahoma Department of Human Services. On August 27, 1987, Secretary-designate of Social Services, Hannah Atkins, initiated a cooperative effort among state agencies which work with the homeless to gather documentation for the Comprehensive Homeless Assistance Plan (CHAP) which was submitted by the Oklahoma Department of Commerce to HUD on September 25, 1987.

An outgrowth of the coordination among state agencies was the creation on February 2, 1988, of a Governor's Task Force on the Homeless to be chaired by Robert Fulton, Cabinet Secretary of Social Services. The Task Force was composed of representatives of public and private service agencies and was to (1) examine the problem of homelessness in Oklahoma, (2) identify any gaps or shortcomings in present efforts, and (3) recommend improvements to the Governor and legislature by September 1, 1988. Preliminary studies conducted by the Task Force on homelessness in Oklahoma indicate traditional factors contributing to homelessness have been poor economic conditions, family conflict, unemployment, population shifts, and illegal immigration. Over the past decade, additional factors have accelerated the increase in the number of homeless individuals and families with children and youth. These include: (1) an unusually sharp rise in unemployment, (2) higher divorce rates resulting in more family breakups, (3) major shifts of the mentally ill from state institutions to communities, (4) severely reduced public funding for social and health services, (5) increased incidence of family violence, (6) reduced low-cost housing in central cities which many homeless persons once used, and (7) an increase in substance abuse among all ages. These circumstances have caused concern for the homeless to become unusually urgent in both urban and rural areas. Clearly, homelessness is not limited to one type of household, socio-economic level, geographical area, or age group. Most distressing, however, is the increasing number of school-age homeless children and youth across the nation. Current research indicates that among the general homeless population, families with school-age children is the largest subgroup and the one most rapidly increasing in size. This plan will describe the individual responsibilities of the State Department of Education (SDE), the local community action agencies (CAAs), and the local educational agencies (LEAs) that collectively will ensure homeless children and youth located or living temporarily in the district are provided access to the same elementary and secondary education programs and services available to students whose parents are residents of the district.

SUBTITLE B--EDUCATION FOR HOMELESS CHILDREN AND YOUTH

In 1987, Congress responded to what has become a national concern for the homeless by enacting the Stewart B. McKinney Homeless Assistance Act. Title VII of the Act focuses on the literacy training needs of homeless adults (Subtitle A) and educational needs of homeless children and youth (Subtitle B). Shown below is an outline of Subtitle B requirements of the SDE and LEAs.

Sec. 721 Statement of Policy

The SDE shall assure that each homeless child and youth has access to a free, appropriate public education which is consistent with the State school attendance laws; and

The State will review its compulsory school attendance laws to assure that homeless children and youth are afforded a free and appropriate public education.

Sec. 722 Grants for State Activities

(a) General Authority

(b) Allocation: No State shall receive less than $50,000 in any fiscal year.

(c) Authorized Activities

(1) To carry out the policies set forth in section 721 in the State;

(2) To establish an Office of Coordinator of Education of Homeless Children and Youth, and

(3) To prepare and carry the State plan.

(d) Functions of the Office of Coordinator

(1) Gather data on the number and location of homeless children and youth including the nature and extent of problems of access to, and placement of, homeless children and youth in elementary and secondary schools, and the difficulties in identifying the special needs of such children;

(2) Develop and carry out the State plan, and

(3) Prepare and submit to the Secretary an interim data report not later than December 31, 1987, and a final data report not later than December 31, 1988.

(e) State Plan -- Each State shall adopt a plan to provide for the education of homeless children and youth. The plan will:

(1) Authorize the LEA to make educational determinations,

(2) Provide procedures for the resolution of disputes regarding the educational placement of homeless children and youth, and

(3) Assure to the extent practicable under State law that local educational agencies will comply with the following requirements:

--The LEA will either continue the child's or youth's education in the school district of origin for the remainder of the school year or enroll the child or youth in the district where the child or youth is actually living; whichever is in the child's or youth's best interest.

--The choice regarding placement shall be made regardless of whether the child or youth is living with the homeless parents or has been temporarily placed elsewhere by the parents.

--Each homeless child shall be provided services comparable to those offered to other students including services for which the child meets eligibility criteria such as compensatory educational programs for the disadvantaged, handicapped, limited-English proficiency students, vocational education, gifted and talented, and school meals programs.

--The school records of each homeless child or youth shall be maintained so that the records are available, in a timely fasion, when a child or youth enters a new school district and in a manner consistent with section 438 of the General Education Provisions Act.

(f) Application. To receive a grant under this section, a State must submit an application and state plan.

Definition of Homelessness

A homeless individual is one who (1) lacks a fixed, regular, and adequate residence, or (2) has a primary nighttime residence in a supervised publicly or privately operated shelter for temporary accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill), an institution providing temporary residence for individuals intended to be institutionalized, or a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings (Section 103(a)(1)(2) of the Act).

NOTE: The term "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained by an Act of Congress or a State Law.

SECTION I: Functions of the SDE Homeless Education Office

On May 1, 1988, the Oklahoma SDE established the Office of Education for the Homeless. Three major functions of this office include (1) developing and implementing the state plan, (2) data gathering (determining the number and location of homeless children and youth), and (3) preparing and submitting reports required by the U.S. Secretary of Education.

A. State Plan Development

The basic standard of the plan requires homeless children and youth be provided access to elementary and secondary education programs and services as are children whose parents are fully established residents of a school district. This standard has been reviewed by the SDE and determined to be consistent with compulsory school attendance laws and will not interfere with the provision of a free and appropriate public education to eligible homeless children and youth. All policies, procedures, and assurances contained in the plan ensure that to the extent practicable under state law, homeless children and youth living in each school district are identified, located, and provided access to educational programs and services that are comparable to those offered to other students including special educational services for which a homeless child or youth meets eligibility criteria.

B. Data Gathering and Reporting

On May 4, 1988, the Director of Homeless Education was appointed a member of the Governors Task Force on Homelessness. This presented an opportunity for direct contact with representatives of the many agencies and community-based organizations providing a variety of direct and supportive services to the homeless. During May and June of 1988, major sources of assistance for the homeless were identified, and communication links were established. To obtain data for the Interim Report due June 30, 1988, listings of major community-based service providers for the homeless were compiled and a brief telephone survey conducted of a sample of service providers located in the state's largest urban areas (Oklahoma City, Tulsa, and Lawton) and next largest rural towns according to geographical/population distribution. Although the short timelines for submission of the Interim Report precluded completion of the telephone survey, responses received in time for analysis and incorporation into the report in the form of estimates provided a sense of direction to planning activities scheduled during the remainder of the first program year for the development, implementation, and refinement of a reporting system for homeless children and youth.

During August and September of 1988, the Governor's Task Force on Homelessness conducted a survey through the Department of Human Services (DHS), Research Division, to determine: (1) the number and location of homeless individuals, families, children and youth, (2) the composition of the homeless population, (3) the types of services available to the homeless, (4) the reporting limitations of service providers and (5) the need for additional and/or expanded services for the homeless. Data from this survey formed the basis of the Final Report of Homeless Children and Youth due December 30, 1988.

These two surveys provided a much clearer understanding of reporting variables which include: the dissimilarity of service provider intake/tracking systems, overlapping time periods of data intake, duplication of counts of clients/recipients, differences in the types of services provided (meals, health care, training, rent/mortgage assistance, personal hygiene items, education/training) characteristics of the homeless subgroup served by a particular agency/organization, duration of service (overnight shelter, day center, short-term emergency shelter, long-term emergency shelter), variations of eligibility criteria and in the definition of homelessness, and the transitory nature of specific subgroups of the general homeless population. Once these variables had been identified, development began of a reporting system which would describe (1) the location of homeless children and youth, (2) the nature and extent of problems of access to and placement of these children in elementary and secondary schools, and (3) the difficulties in identifying the special needs of such children. Data will be collected from LEAs, shelter providers, CAAs, and park rangers at a designated time each year.

After collation of data by LEA and by county, regional summary reports will be forwarded to the SDE Homeless Education Office for grouping into a state summary report as required by Section 722(d)(1) of Subtitle B of the Act. During summer of 1989 information on data gathering procedures will be provided LEAs and CAA staff. (See Attachments A, B, C, and D.)

SECTION II: Interagency Cooperation

A. State Level

During October of 1988, the SDE Homeless Education Director met with representatives from DHS Field Programs and Policy Analysis Divisions to (1) establish communication and data exchange links between the two state agencies and their respective community-level subdivisions (LEAs and county DHS offices) and (2) clarify the roles and responsibilities of each as part of a coordinated effort to ensure homeless children are located, identified, and provided access to educational programs and services available to children of residents of the district. To assist the SDE in the implementation of the reporting system, DHS will provide the SDE a mailing list of all facilities with which it is associated that serves the homeless population. This list will be combined with those obtained from the United Council of Churches, Oklahoma Food Bank, and Governor's Task Force on Homelessness to form a master list of sources of information for the Homeless Children and Youth Report. Information gathered by the SDE on homeless children and youth will be made available to DHS as well as all other public and private agencies and organizations working to improve services to the homeless.

B. Local Level

Each LEA will refer parents of identified homeless students with social services or health needs to the appropriate county DHS or Health Department offices. County DHS and Health Department staff will encourage client homeless families with school-age children and youth to pursue enrollment in the local public school system. Parents of homeless children and youth will be informed of the basic documents needed by a child for public school enrollment such as birth certificate, immunization record, and academic records. Parents will also be informed that unavailable records will not prevent enrollment of their child by the LEA in which the shelter is located. Shelter staff will be encouraged to assist parents in making contact with the local school enrollment office.

SECTION III: SDE Responsibilities

As required by Title VII - Subtitle B, Section 722 of the Act, the SDE assures (1) that each child of a homeless individual and each homeless youth have access to a free appropriate public education which would be provided to children of a resident of the district in which a homeless child or youth is temporarily living, (2) that each homeless child and youth has access to a free appropriate public education which is consistent with State school attendance laws; and (3) that State school residency requirements and compulsory school attendance laws have been reviewed and determined to provide that children of homeless individuals and homeless youth are afforded a free and appropriate public education by LEAs in Oklahoma.

During the first program year (1988-1989), the SDE will:

1. Develop and implement the state plan to provide for the identification, location, and education of homeless children and youth.

2. Develop and implement a public awareness campaign to inform the general public and educators of the right of eligible homeless children and youth to access public school programs and services.

3. Identify facilities, agencies, and organizations within the state that serve the homeless and enlist the aid of their staff in encouraging homeless parents to enroll their children and youth in the local public school.

4. Inform each LEA of its role and responsibility in providing eligible homeless children and youth access to public education programs and services (See pages 8 and 9). This will be accomplished through inservice, technical assistance articles in the Oklahoma Educator, Superintendent's Newsletter, and LEA Assurances documents (Attachments A.1 / A.2). Attachment D contains specific excerpts from state school law regarding student residency and records. Copies will be provided attendance clerks and registrars at each public school site in Oklahoma to ensure eligible homeless children and youth are served without undue delay.

5. Develop and implement a reporting system to gather data on homeless children and youth. (See Attachments B and C: Reporting Forms for Homeless Children and Youth.)

6. Provide required reports to the U.S. Department of Education.

SECTION IV: LEA Responsibilities

Each LEA shall assure compliance with the requirements of the Act to the extent practicable under state education law. [722(e)(2)]

1. Authorization for Educational Determinations [722(e)(1)(A)]

As provided by Oklahoma School Law, Article V, Section 65 A(3), local educational agencies (LEAs) are authorized by the State Board of Education to "maintain and operate a complete public school system ... best suited to meet the needs of the school district." District procedures for residency determinations, placement recommendations, and complaint resolution provide opportunity for input from parents, guardians, foster parents, social workers, and shelter counselors as well as other professionals. The LEA will take into account the best interests of the homeless child or youth which would include: (a) the need for minimum disruption of the child's education and (b) special consideration for transportation needs.

2. Assurance of Comparable Service [722(e)(5)]

When a homeless child or youth is enrolled in a public school, access to educational programs and services comparable to those offered to other students in the school is assured by each LEA. This includes educational services for which the child or youth meets eligibility criteria, i.e.,
(1) compensatory education for the disadvantaged
(2) educational programs for the handicapped
(3) educational programs for students with limited-English proficiency
(4) vocational education
(5) gifted & talented
(6) school meals.

3. Residency Determination [722(e)(3)(4)]

When a homeless child or youth is determined to be a legal resident of the district in which he is living educational services will be provided by the district of residence. However, when a homeless child or youth is determined to be a legal resident of a district other than that in which he lives the district in which the child is temporarily living may require the parent or guardian to apply for a transfer from the district of residence of the parents.

Questions as to the place of residence of any child for school purposes will be decided by the county superintendent of schools of the county in which the child contends he resides.

If the county superintendent of schools determines that the place of residence does not exist for any child placed in an orphanage, eleemosynary child care facility, or public or private residential child care or treatment facility having full-time care and custody of such child, the district of residence of such child for school purposes shall be the district in which the child care facility is located.

Based upon the residency determination made by the LEA or county superintendent of schools the choice will be made as to placement and provision of educational services regardless of whether the child or youth is living with his parents or has been temporarily placed elsewhere by the parents.

4. Dispute Resolution [722(e)(1)(B)]

Disagreements regarding residency or placement issues relating to the education of homeless children and youth will be resolved through complaint resolution procedures as specified in the policies of the local board of education. When a homeless child or youth is enrolled and found to require specialized education services and a dispute arises, complaint resolution procedures used will be those provided by specific programmatic regulation (example: Special Education Due Process). Efforts should be made to reduce to a minimum the disruption of a child's education during the pendency of any dispute.

5. School Records [722(e)(6)]

The school records of each homeless child or youth shall be maintained in a manner consistent with Section 438 of the General Education Provisions Act (GEPA) to assure that such records are available without undue delay when a child or youth enters a new district.

6. Report of Homeless Children and Youth [722(d)]

Each LEA will maintain minimum directory information on homeless children and youth enrolled in the district during the school year: name, age, grade level, and where possible, type of temporary accommodation (shelter, motel/hotel, state park, etc.). At a designated time each year survey staff will meet with LEA attendance clerks and registrars to identify homeless children and youth enrolled during the fall semester. Data will also be collected from shelter providers within the district. Data from both sources will be collated into a District Summary Report and a copy provided to the district superintendent.

7. Interagency Cooperation

Each LEA is encouraged to develop cooperative relationships with local agencies and organizations responsible for assisting homeless families in order to lessen the disruption of educational services to homeless children and youth.

8. District Assurances

Attachments A.1 and A.2 outline basic LEA assurances of efforts to (1) identify and locate homeless children and youth, and (2) provide such children and youth access to a free and appropriate public education comparable to that offered students whose parents are residents of the district. Districts that currently do not have identified homeless children and youth living within the district will complete Attachment A.1. LEAs that have identified homeless children and youth living within the district will complete Attachment A.2. Retain a copy of the completed form and return the original document to: Keith Haley, Director of Homeless Education, Oklahoma State Department of Education, by September 30, 1989.

APPENDIX

LEA Assurance Forms

Assurances By Districts With No Identified Homeless Children or Youth . . . . . Attachment A.1

Assurances By Districts That Have Identified Homeless Children or Youth Living Within the District . . Attachment A.2

LEA Report of Homeless Students

Building (School Site) Report . . . . . Attachment B.1

District Summary Report . . . . . Attachment B.2

Regional Summary Report . . . . . Attachment B.3

Shelter Report of Homeless Children and Youth

Individual Shelter Report . . . . . Attachment C.1

Regional Summary Report of Homeless Children and Youth served by Shelters . . . . . Attachment C.2

Community Action Agency Report of Homeless Children and Youth . Attachment C.3

Park/Campsite Report of Homeless Children and Youth . . . . . Attachment C.4

Residency and Records Considerations of Homeless Children and Youth . . . . . Attachment D

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act
Education for Homeless Children and Youth

LEA Assurances
By Districts With No Identified Homeless Children or Youth

As required by the Stewart B. McKinney Homeless Assistance Act (P.L. 100-77), _____ School District of _____ County has undertaken efforts to locate, identify, and serve eligible homeless children and youth. Surveys conducted at each school site indicate no homeless children or youth are enrolled. Community-wide surveys indicate no known homeless children or youth currently live within the district. Homeless children or youth who, in the future, establish residence within the district are assured access to a free, appropriate public education. Directory information will be maintained on homeless students and reported to the State Department of Education via the RESC.

_____ _____
Signature of Authorized Representative Date

Return original to: Keith Haley, Director
Homeless Education Office
State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105-4599

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act

LEA Assurances
By Districts With Homeless Children and Youth

_____ School District of _____ County assures compliance with the requirements of the Stewart B. McKinney Homeless Assistance Act (P.L. 100-77) as specified in the following sections to the extent practicable under state law.

Comparable Service -- Access by homeless children and youth living in the district to educational services comparable to those offered to other students in the district is assured. This includes educational programs for which the child or youth meets eligibility criteria, i.e.,

(1) compensatory education for the disadvantaged
(2) educational programs for the handicapped
(3) educational programs for students with limited-English proficiency
(4) vocational education
(5) gifted & talented
(6) school meals

In all educational decisions affecting homeless children and youth, this LEA will consider the best interests of the homeless child or youth. This would include (1) the need for minimum disruption of the child's education, and (2) transportation needs.

Residency Determination -- Procedures for residency and placement determinations of homeless children and youth assure opportunity for input from parents, guardians, foster parents, social workers, and shelter counselors as well as other professionals. Based upon the residency determination made by the district or county superintendent of schools, educational services will be provided by the appropriate LEA regardless of whether the child or youth is living with his parents or has been temporarily placed elsewhere by the parents.

Dispute Resolution -- Disagreements regarding residency or placement issues relating to the education of homeless children and youth will be resolved through local board of education complaint resolution procedures. Efforts will be made to reduce to a minimum the disruption of a child's education during the pendency of any dispute.

School Records -- School records of homeless children and youth shall be maintained in accordance with Section 438 of the General Education Provisions Act (GEPA) to assure that such records are available in a timely fashion.

Report of Homeless Children and Youth -- The LEA will maintain, as a minimum, the following directory information on homeless children and youth served by the district: name, age, grade level, and (if available) type of temporary accommodation. Such information shall be submitted annually to the Regional Education Service Centers. See Attachments B.1, B.2, and B.3: Report of Homeless Children and Youth.

Interagency Cooperation -- The LEA will (a) identify all public and private agencies and organizations serving the homeless within the district and (b) establish and maintain a close working relationship to lessen the disruption of the education of homeless children and youth.

_____ _____
Signature of Authorized Representative Date

Return original to: Keith Haley, Director of Education for Homeless Children and Youth, Oklahoma State Department of Education, 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599

LEA-1

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act
Survey of Homeless Children and Youth
School Year 1989-90

Local Education Agency Building Report

School District_____ County_____ Bldg.Site_____ Elem____ Jr.High____ Sr.High____

Building Contact Person_____ Telephone_____

Compiled By:(CAA Staff)_____ Date_____

Survey Method: Telephone Inquiry ____ On-site Interview____ On-site Record Review____

Complete this form for each school site of each school district within the CAA service region. Provide the indicated information for each student meeting the definition of "homeless" as specified in the Act (see pg. 2 of the RFP). Enter data on homeless children and youth enrolled any time during September, October, November, and December of 1989. Transfer column totals to District Summary form.

STUDENT'S NAME	Grade Level			Student's Temporary Accommodation					
	K-6	7-9	10-12	Shelter	Park	Campsite	Doubled-Up	Street	Other
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
16.									
17.									
18.									
19.									
20.									
BUILDING TOTALS:									

LEA-2

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act
Survey of Homeless Children and Youth
District Summary Report of Homeless Students
School Year 1989-90

School District _____ County _____

Compiled By:(CAA Staff) _____ Date _____

Enter totals from Building Report (LEA-1) for all school sites. Total each column for each level. Compute column grand totals and enter at bottom of page. Transfer column totals to the Regional Summary Report of Homeless Students (LEA-3). (Enter "0" for school districts with no homeless students.)

NAME OF SCHOOL SITE	Number of Homeless Students			Students' Temporary Accommodation					
	K-6	7-9	10-12	Shelter	Park	Campsite	Doubled-Up	Street	Other
ELEMENTARY SCHOOLS (K-6)									
SUBTOTAL									
JUNIOR HIGH SCHOOLS (7-9)									
SUBTOTAL									
HIGH SCHOOLS (10-12)									
SUBTOTAL									
DISTRICT SUMMARY GRAND TOTALS:									

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act
Regional Report of Homeless Students
School Year 1989-90

CAA_____ Compiled By:_____ Ph._____ Date_____
(CAA Staff)

Enter grand totals from the District Summary Report of Homeless Students for each school district within the CAA service region. Enter data alphabetically by county and by district. Sum each column and enter totals at bottom of form.

COUNTY	DISTRICT	Number of Homeless Students			TOTAL	Type of Temporary Accommodation					
		K - 6	7 - 9	10 - 12	K - 12	Shelter	Park	Campsite	Doubled-up	Street	Other
REGIONAL TOTALS											

Attachment B.3

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act

S.1

Shelter Report of Homeless Children and Youth

School Year 1989-90

Shelter_____ Contact Person _____ Telephone _____

School District_____ Area Schools: Elem._____, Jr.High_____, Sr.High_____

Compiled By:(CAA Staff)_____ Date_____

Enter the information indicated in the table below for each homeless child or youth served by the shelter during the months of September, October, November, and December 1989.

Name of Homeless Child or Youth	Age Range			Enrolled in School			REASONS FOR NON-ENROLLMENT						
							Parental Choice	School Refusal to Enroll Child					Unknown
								Residency Issue	Unavailable or Incomplete Records			Transportation	
									Immunization	Academic	Birth Certificate		
	5-11	12-15	16-18	Yes	No	Unknown							
TOTALS													

(Transfer column totals to Shelter Survey form S.2)

Attachment C.1

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act

REGIONAL SUMMARY REPORT OF HOMELESS CHILDREN AND YOUTH SERVED BY SHELTERS

CAA _____ Compiled By:_____ Ph.#_____ Date_____
(CAA Staff)

List shelters alphabetically by county and by town/city. (Include counties without shelters.) Enter totals from each Shelter Survey form (S.1). Compute Regional Grand Totals at bottom of page.

Name of Shelter	County	Town/City	Number of Children Served by Age			TOTAL	Number Enrolled in School	Number NOT Enrolled	Enrollment Status Unknown	Non-Enrollment Reasons				
			5-11	12-15	16-18					Parental Choice	School Refusal to Enroll Child			Unknown
											Residency	Records	Transportation	
TOTALS														

Attachment C.2

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act
Report of Homeless Children and Youth Assisted by Community Action

CAA_____ Address_____ Homeless Coordinator_____ Phone #_____

Enter information requested in the table below on homeless children and youth assisted by each county Community Action office during the months of September, October, November, and December of 1989.

County	Number of Children Served by Age			TOTAL
	5-11	12-15	16-18	
TOTALS				

Number Enrolled in School	Number NOT Enrolled	Enrollment Status Unknown

Non-Enrollment Reasons				
Parental Choice	School Refusal to Enroll Child			Unknown
	Residency	Records	Transportation	

Attachment C.3

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act

Estimated Number of Homeless Children and Youth Living in Parks and Campsites

CAA_____ Homeless Coordinator_____ Phone Number_____ _____

Using estimates obtained from park rangers and other reliable, informed sources, enter the estimated number of school-age homeless children and youth living temporarily in parks or campsites during the months of September, October, November, and December of 1989.

Is there a school bus stop within walking distance of the park or campsite? Indicate yes or no in table below.

Name of Park or Location of Campsite	County	Town/City	Estimated Number of Children by Age			TOTAL	Bus Stop	
			5-11	12-15	16-18		Yes	No
TOTAL								

Oklahoma State Department of Education
Stewart B. McKinney Homeless Assistance Act

RESIDENCY AND RECORDS CONSIDERATIONS FOR HOMELESS CHILDREN AND YOUTH

The Homeless Assistance Act of 1987 provides a variety of aid to homeless families which are striving to establish themselves as contributing members of the community. Of major importance to the homeless parents of school-age children is their child's continued participation in public education. Title VII, Subtitle B of the Act reaffirms the right of each homeless child or youth to have access to a free, appropriate public education which would be provided to children of residents of the district. As required by the Act, the Oklahoma State Department of Education has reviewed school attendance regulations and determined that homeless children and youth are, in fact, assured access to local public school programs and services for which they are eligible. To assist district-level personnel to enroll these children and youth in accordance with state regulations and with minimum disruption of educational programming for the student, the following pertinent excerpts from state school law are offered as guidelines in the areas of residency determination and immunization, birth certificate, and academic records.

I. RESIDENCY

A. For school purposes, the residence of a child is that of the adult (parent, guardian, relative, friend) who is the sole provider or who contributes in major degree to the support of the child or youth.

B. Parents are prohibited by law from establishing a daytime residence for school purposes. (The daytime residence should also be the nighttime residence.)

C. Parents of school-age children and youth may apply for an Affidavit of Residency from the county superintendent of schools of the county in which the child or youth contends he resides to verify residency and establish enrollment eligibility in the district of residence.

D. The county superintendent of schools of the county in which a child or youth contends he resides will make the final determination of residency for school purposes.

II. RECORDS

A. IMMUNIZATION (Source: School Administrators Guide to Oklahoma School Immunization Law, 1987)

A child cannot be admitted to public school unless the parent or guardian can present certification from a licensed physician or public health authorities that the child has received or is in the process of receiving required immunizations or is likely to be immune as a result of the disease.

The State Department of Health will provide required immunizations without charge if parents are unable to pay.

A previous history of having had a vaccine-preventable disease is not generally considered grounds for waiving the required immunizations. A history of having rubella is not grounds for waiving the immunization.

Exemptions (Authorized by law for medical, religious, or personal reasons)

MEDICAL -- The parent or guardian may submit a certificate signed by a licensed physician stating that the physical condition of the child is such that immunization would endanger the life or health of the child.

RELIGIOUS -- The parent or guardian must present a signed written statement briefly summarizing his/her objections.

PERSONAL--The parent or guardian who objects to immunization on philosophical grounds must present a Certificate of Exemption with a brief statement summarizing his/her objections to immunization. Note: Lost or unobtainable immunization records are not grounds for personal exemptions.

Procedures

Each school should maintain a supply of Certificate of Exemption forms (ODH 216A) on hand for parents or guardians to complete & obtain a physicians signature. This form is to be on file at the school (not in the cumulative folder) and a copy sent to the Immunization Program Section of the Oklahoma State Department of Health.

School Exclusion

Unimmunized children attending school on the basis of an exemption may be excluded from school for the duration of any outbreak of vaccine-preventable disease. It is the duty of Oklahoma school officials to refuse admission to a child who does not have the required certificate of immunization or exemption.

School officials must transcribe each child's immunization history from the parent's record to the Oklahoma Cumulative Health Record (ODH216). (The school should never keep the parent's personal copy of the child's immunization record.)

Parents of students with lost or unobtainable immunization records should be referred to the local health department to have the child's immunization history reviewed, needed immunizations given and a record created for submission to the school.

Acceptable evidence of adequate immunization is a record signed by a licensed physician or public health authority. Children following a medically-approved schedule for completion of adequate immunization may be allowed to attend school. (The schedule should outline a medically-approved timetable.)

B. BIRTH CERTIFICATE

Parents or guardians of homeless children with lost or unobtainable birth certificates may contact the county DHS office and complete form #ADM-64 to obtain verification of birth record either in Oklahoma or out of state. Schools may enroll such children pending receipt of such verification. The $5 fee can be waived for homeless parents who state they are unable to pay.

C. ACADEMIC RECORDS

State school law allows an LEA to enroll a homeless child or youth whose academic records are unavailable. However, if obtainable from the previous school attended, such records should be provided the LEA upon request.